

**WALDO COUNTY COMMISSIONERS COURT SESSION
SEPTEMBER 15, 2009**

PRESENT: Commissioners Donald P. Berry, Sr. (Chairman), and Amy R. Fowler. Also present was County Clerk Barbara Arseneau.

Commissioner Berry opened the court session at 9:00 a.m.

EMA REPORT:

Present with the Commissioners was Emergency Management Agency Director Dale Rowley.

1. D. Rowley presented to the Commissioners several Homeland Security Grant applications that required their signatures:

- \$12,000.00 for security cameras for the proposed new EMA building.
- \$12,000.00 for AED units for all County buildings, which EMA Deputy Director Olga Rumney is applying for.
- \$18,000.00 for the remaining twelve (12) transfer switches for generators to complete all towns.
- \$41,100.00 for pagers for all municipalities in Waldo County
- \$3,200.00 to install vehicle GPS's in all ambulance services within the County
- \$52,000.00 for a blood chemistry hand-held monitor that tells how much carbon monoxide is in a person's blood.

****W. Shorey moved, A. Fowler seconded to sign all grant applications.**

2. AWARD: D. Rowley informed the Commissioners that he was at an Air National Guard ceremony called "Hometown Heroes" in which medallions were given to those deployed to the Middle East to present to someone who had supported them and had a positive impact on their life. D. Rowley presented his to the County Commissioners for their support while he was working both for the County and for the Guard this past year. The Commissioners were touched and thanked D. Rowley for giving this to their board.

3. D. Rowley stated that the New EMA/Sheriff's Office Building Committee Meeting will be held September 23, 2009 at 8:00 a.m. in the EMA Building.

TECHNOLOGY REPORT:

Delivering this report was James Arseneau, Waldo County's technology consultant.

J. Arseneau presented the following Homeland Security grant applications to the County Commissioners:

1. ProQA: J. Arseneau explained that this interface would automatically transfer the information into the Spillman system for Communications Center dispatchers. This cost would be around \$33,333.00. He explained that the software will create a uniform and much more foolproof methodology for dispatchers.

2. A grant application for \$186,385.00 to provide ability to run vehicle license plates and other information right from the officer's vehicle. There will be less radio traffic and dispatchers could also dispatch a call electronically if needed. This will provide licensing for 36 units, covering all town law enforcement agencies. The system will also query all Spillman data systems throughout the State. This would prevent certain types of information from being relayed over the air. Last year the County attempted to obtain this grant, and was able to get some laptops and other equipment. The only thing the County paid for was some additional software licensing from the Technology budget. Eventually, a grant may be applied for that would permit CAD mapping.

A letter of support will be sent to the County Commissioners to review and decide if they wished to endorse. The Commissioners agreed to review that and submit one.

Grants must be submitted by the 25th of September. Both D. Rowley and J. Arseneau doubted they would know the results of the grant applications until sometime in November. It was thought that this would be available in plenty of time before the Public Hearing on the 2010 Budget.

J. Arseneau said that the cabling project had "run into some snags," although some things were better. Nonetheless, this project would be running over by about \$6,000.00. He told the Commissioners that if they needed to, perhaps the overdraft could be paid from the Technology Reserve, since this had been miscalculated.

W. Shorey said he had been thinking about the Jail, and when these projects were being planned in the future, more contingency needs to be factored in. J. Arseneau agreed and said he apologized for this as he had had to rush to get these numbers together.

FACILITIES MANAGEMENT REPORT:

Reporting for this department was Facilities Manager Keith Nealley, as follows:

1. Jeffrey Henthorne, State Court Facilities Manager was visiting the District Court Clerk's Office upstairs and he informed K. Nealley that he had grant money available for the handicap ramp project at the front of the courthouse. K. Nealley reported that Mr. Henthorne said he had heard that the Commissioners were planning to evict the court at the end of the lease and he was reluctant to put any funds into this ramp without assurance from the Commissioners that eviction was imminent. K. Nealley explained that both Clerk of Courts Terri Curtis and Mr. Henthorne had expressed that it would be ideal to combine the District and Superior Court Systems into the District Courthouse building. K. Nealley recommended that the Commissioners meet with Mr. Henthorne, as he was willing to meet with them. K. Nealley asked if the Commissioners wanted to reach out to the court system or not.

A. Fowler expressed doubt that there was grant money available because she had sat in on courthouse discussions with Chief Justice Saufley, and it certainly had not looked promising then.

K. Nealley asked how this would work in terms of getting funds from the State. A. Fowler said it would be the State's building but the County would have to maintain it.

W. Shorey feared that Mr. Henthorne might be speaking out of turn and was concerned that the day was fast approaching that Belfast might not have a District Court in Belfast.

K. Nealley said that he would be happy to have assistance with the handicap ramp, if possible. He offered to send an email indicating that the Commissioners would be very happy to have any assistance with the handicap ramp and would be open to discussion. The Commissioners agreed.

2. ENERGY EFFICIENCY GRANT DISCUSSION:

W. Shorey asked if there were any grants out there for projects the County may have a need for. There was discussion about possibly getting a planning grant to make buildings more efficient. It was noted that the stimulus money made available by the Government was earmarked only to larger counties and the smaller ones fell by the wayside. W. Shorey felt that the new EMA building entrance needed to be covered.

3. CANOPY OVER DISTRICT COURTHOUSE BACK ENTRANCE STEPS:

K. Nealley informed the Commissioners Architect R. Fenney has provided a quote of about \$10,000.00 for a canopy to go over the District Courthouse back concrete stairs. This will require R. Fenney to go before the City Council again. He will need to draw up designs and attend some meetings. The Commissioners decided to hold off at this time. K. Nealley said it would make sense to wait and see if there would be any funding for the handicap ramp up at the front of the building and then if that were the case, the other money leftover could be put toward a canopy on the back entrance of the building.

W. Shorey recommended trying to look for a project that would be about \$50,000.00 that Energy Efficiency money could be applied for.

K. Nealley thought that it might make sense to look at re-insulating the Superior Courthouse, as he suspected the insulation had settled some time ago. There was discussion about the building possibly being on the historical register in the City's historical district, likely requiring certain standards.

CORRESPONDENCE:

Reporting general correspondence to the County Commissioners was County Clerk Barbara Arseneau with Deputy County Clerk Veronica Stover taking the minutes, as follows:

1. D. Berry expressed appreciation to all the staff that worked on the Maine County Commissioners Convention held at Point Lookout September 11-13th. A. Fowler expressed her thanks and commendation for the event going very well. The Commissioners instructed B. Arseneau to send a letter to Point Lookout expressing gratitude for all their effort and sharing all the positive responses, including that there has been discussion of holding it there every year.
2. W. Shorey told the Commissioners that news reporter Ethan Andrews had called B. Shorey regarding the Freedom of Access Act issue in the Hancock County Registry of Deeds. Both Commissioners Berry and Fowler shared their thoughts and there was brief discussion regarding MCCA doing nothing about the lawsuit.
3. B. Arseneau inquired about the process for Deputy EMA Director Olga Rumney to be added to the Healthy Communities Coalition as Commissioner Berry had requested. D.

Berry said he would have to nominate her and the Coalition would need to vote on it. D. Berry said he will talk with her about that.

4. The July report on Waldo County's use of the NACo Prescription Drug Discount Card Program was as follows: Total utilizers was 24, the average price savings in July was \$15.53 per use and the percentage of savings was 23.86%.
5. The Commissioners instructed B. Arseneau to draft a letter of support for Deputy EMA Director Olga Rumney to submit a grant application for the AED units mentioned earlier by EMA Director Dale Rowley.
6. B. Arseneau reminded the Commissioners that she had requested a parking space be designated for the Human Resources/Payroll Director once a new space was created after the parking lot was re-surfaced and striped. The Commissioners authorized B. Arseneau to move forward with ordering a sign for the H.R./Payroll Director's parking space.
7. Treasurer David Parkman and Deputy Treasurer Karen Trussell have been invited by Jayne Crosby Giles for a seminar at Machias Savings Bank. The topics will include an update on FDIC insurance to make sure that the County's deposits are secure and safe, and there will be an expert to speak to an update on the economic and financial markets.
8. As requested, B. Arseneau has contacted Elizabeth Trice, Cumberland County Grants and Special Projects person to inquire about the eligibility of Waldo County to seek a CDBG grant if the municipalities in Waldo County were willing to forego or forfeit use of this funding in order to allow the County to seek it for that purpose.

DISTRICT ATTORNEY'S REQUEST FOR PETTY CASH:

Present for this discussion was Deputy Treasurer Karen Trussell. A request had been made by Deputy District Attorney Eric Walker for the D.A.'s Office to be allowed to open a petty cash in the amount of either \$50.00 or \$75.00. After very short discussion the Commissioners voted as follows:

****W. Shorey, A. Fowler seconded approving a petty cash for District Attorney in the amount of \$50.00. Unanimous.**

2010 BUDGET REVIEW, Continued from September 8, 2009:

COLA 2010 REVISITED:

The Commissioners discussed the COLA vote they made during the August 11, 2009 court session in which they approved a 3% COLA for all employees not covered by an existing contract. D. Berry was concerned about not going back on his word regarding 3%. Some pay scales had been developed both last year and this year. D. Berry submitted a pay scale that he had developed for the FLSA-exempt employees. D. Berry felt that the Commissioners Office was not eligible. Those with union contracts were not eligible. He wanted the pay scales checked that had recently been developed to be sure that there would be at least a minimum of 3%. W. Shorey thought that there should be a motion or some sort of information letting employees know that some positions that were low needed to be addressed. This included the Register of Deeds and the Register of Probate, the H.R./Payroll Director and two positions in the Commissioners Office.

The Commissioners asked M. Wadsworth to check the pay scales to be sure nobody would be getting less than 3%.

W. Shorey stated that he would like to address the positions that are underpaid this year, that he would support and work for that and did not want it to continue to drag and fall behind year after year.

D. Berry agreed. He asked A. Fowler for her thoughts. She felt that these could not be done all at once. She felt that if it was a matter of two salaries this year, so be it. If it was two pay scales, so be it. If some of it was in 2011, so be it. W. Shorey said he was in disagreement with this. It did not bother him to say that the Commissioners were wrong about some of this and want to get it over and done with now and not keep coming back year after year. He said he had read through some old minutes and could see how things had gone. "I am all for making this system whole."

D. Berry instructed M. Wadsworth to calculate the FLSA-exempt with a 3% COLA. The current Chief Deputy's pay would need to be calculated. There was some confusion on the scales and wages so the Commissioners asked M. Wadsworth to work on them.

D. Berry asked for a recess on this in order to request an executive session for a legal matter that needed to be handled at 11:00 a.m.

EXECUTIVE SESSION:

****A. Fowler moved, W. Shorey seconded entering executive session according to MRSA Title 1 subsection 405 (D).**

****A. Fowler moved, W. Shorey seconded to exit executive session at 11:57 a.m. Unanimous.**

****A. Fowler moved, W. Shorey seconded to deny the Support Staff Union grievance for reclassification of the Clerical Aide position. Unanimous.**

After the recess and brief review, D. Berry asked that the COLA vote be revisited.

****W. Shorey moved, A. Fowler seconded to approve 3% COLA for all employees not covered by contracts or on pay scales voted on and adopted in 2009. Unanimous.**

The Commissioners instructed B. Arseneau to obtain assistance with this statement letter from legal counsel.

1020 COMMISSIONERS BUDGET:

The Commissioners inquired about new property growth factor for the L.D. #1 Tax Cap. K. Trussell and B. Arseneau said they would be sending out those requests before the end of the week.

The Commissioners reviewed the changes they had made during the September 8, 2009 Commissioners Court Session. The reviewed Commodities and Contractual, and inquired about \$900.00 in Technology. B. Arseneau explained that this was for a new shredding machine, a shared expense with the Treasurer's Office. The current machine in the office is starting to make noises and had been well-used. The remaining funds were to purchase a decent paper cutter. No additional changes except adding words "Fixed Costs" under 7101 and 7102.

The Commissioners directed B. Arseneau to ask the Technology Consultant, the EMA Director and the Sheriff if any of the items they have applied for grant funds are in their budget requests and if any required a grant match.

B. Arseneau was asked to locate the contract for J& B Diversified Associates, Inc. after the bidding process last year.

FLSA-EXEMPT PAY SCALE, REVISITED:

D. Berry submitted a pay scale with a change in the Facilities Managers line and the EMA Director's line to bring both to the 3% increase for 2010. The Commissioners reviewed this briefly.

2025 BUDGET:

It was noted that \$15,095.43 is the amount that will be coming from those employees who have removed themselves off the County's health insurance. This will be applied to the MEPERS cost. The Commissioners recommended reducing \$15,000.00 from line 4735. The new total will be \$100,935.00.

2040 BUDGET:

No changes.

2050 BUDGET:

No changes.

B. Arseneau was instructed to ask EMA Director Dale Rowley and Elizabeth Trice, Grants & Special Projects Coordinator in the Executive Department of Cumberland County Government if municipalities can forfeit grant right so that the County can utilize a CDBG grant for one year.

FUTURE MEETINGS:

The next County Commissioners Court Session will be September 17, 2009 at 9:00 a.m. to continue 2010 Budget Discussions.

If required, another Commissioners Court Session has been scheduled on September 23, 2009 at 9:00 a.m.

****W. Shorey moved, A. Fowler seconded adjourning the meeting at 1:13 p.m. Unanimous.**

Respectfully submitted by *Barbara L. Arseneau*
Waldo County Clerk